

Missouri  
Department  
of Transportation



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[DATE]

DALLAS COUNTY RECYCLING  
[OWNER ADDRESS]  
[OWNER CITY], [OWNER STATE] [OWNER ZIP]

RE: Junkyard License Number [PERMIT NUMBER]  
[ROUTE], [COUNTY] County

Dear [OWNER CONTACT]:

This letter is to inform you that we have not yet received a renewal information sheet and your \$10.00 renewal fee to license your junkyard for the year [YEAR]. Your existing junkyard license expired on [LAST DAY OF YEAR].

**Section 226.710 of the Missouri Control of Junkyards states that “Any person establishing, operating or maintaining an unlicensed junkyard in violation of Sections 226.650 to 226.720 is guilty of a misdemeanor, and upon conviction, shall be punished by a fine of not more than \$100.00. *Each day the junkyard is unlawfully maintained constitutes a separate offense*”.**

For your convenience, I have enclosed another renewal information sheet. To avoid legal action, please complete the application and remit the \$10.00 renewal fee to this office within the next ten (10) days.

For additional information regarding junkyard rules and regulations in Missouri, please log onto [http://www.modot.org/business/Outdoor\\_Advertising](http://www.modot.org/business/Outdoor_Advertising). We appreciate your prompt attention to this matter. If you have any questions, please contact me at [PHONE NUMBER].

Sincerely,

[PERMIT SPECIALIST]  
[PERMIT SPECIALIST TITLE]

Enclosure(s)